

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 4th February 2025 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, 30th January 2025

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 the Parish Council Meeting held on Tuesday 7th January 2025

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

5.1 Casework update for Highways issues (EM)

- i. Concerns over road surface on Park Street (inc. lorry traffic)
- ii. Repainting of faded lines at Dry Drayton Primary School
- iii. Repair of broken fence at 'The Drift'
- iv. To enquire if footpath with access to Long Lane from Pettitts Lane can have signage
- v. Update on repairs to Pettitts Close following damage caused by Swifts Close development
- vi. Update from David Allatt (CCC) in relation to the NMU land transfer
- vii. Update from Kerry Allen in relation to the proposed link for an NMU to Scotland Farm hub – clerk (SEM) to arrange a meeting for councillors to meet with Kerry Allen following further discussions
- viii. Urgent rotten handrail repair on fields off Cottons Field that leads to Butchers Lane
- ix. Sink hole along Callow Brook, railings along Madingley Rd at Callow Brook end and poor condition of gates and stiles around pathways

5.2 Seek advice on best approach for Highways Social Value & Community Fund bid (EM)

5.3 Update of plans for Park & Ride/ Travel Hub at Scotland Rd and to arrange a meeting with Kerry Allen in relation to the proposed link for a NMU to Scotland Farm hub (EM/RS/SEM)

5.4 To send a link for Tam Parry and Section 106 agreement (RS)

5.5 Update on Luton Airport Stacking Consultation – extended to mid-April 2025 (RELAS) (RS/CG/)

5.6 To investigate funding, efficacy and operating experience of solar powered streetlights (RS)

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

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

5.9 Update on receipt of Six Free Trees from SCDC (SEM/Resident)

5.10 To arrange for resident to repair Perspex in High Street noticeboard (EP)

5.11 To chase Brookfield Groundcare in relation to the overgrown area in Park Lane and request costings for including the entrance of the allotments in the grass cutting rota (SEM)

5.12 Clerk to send a letter to allotment holders who have not returned their agreements or/and maintained their allotments (SEM)

5.13 Draft, circulate and submit comments for East West Rail non-statutory consultation (JG)

6. To Accept a Report from County and District Councillors

7. To Discuss Planning Matters

a. Applications received for consideration

- i. 25/00037/REM - Land Adj 3 Old Rectory Drive Dry Drayton - Reserved matters application for the approval of appearance, landscaping, layout and scale following outline planning permission 22/03352/OUT (Outline planning application with all matters reserved other than access for the erection of a single dwelling) – comment by 5th February 2025
- ii. 22/03352/CONDA - Land Adj 3 Old Rectory Drive Dry Drayton - Submission of details required by conditions 5 (ecology enhancement), 6 (biodiversity net gain plan), 7 (great crested newt survey), 10 (arboricultural impact assessment and arboricultural method statement and tree protection

strategy), 13 (energy statement) and 14 (water efficiency specification) of outline planning permission 22/03352/OUT – Information only

b. Decisions received from South Cambs District Council - no decisions received

8. Matters for discussion/correspondence received

- 8.1 To discuss the Cambridgeshire and Peterborough Combined Authority Tiger on demand bus service expansion to South Cambridgeshire
- 8.2 To discuss the listing of LHI and traffic issues including the following in relation to the 2024/25 LHI application:
 - a. Cambridgeshire County Council proposals for the scheme
 - b. Dry Drayton Primary School response to scheme proposals and also the school survey that was circulated
 - c. Review the confirmation of costs for a Zebra Crossing from Ross Lewis at Highways
 - d. Spending of S106 monies allocated from Northstowe Development for traffic calming
- 8.3 To discuss 2025/26 20mph speed limit application – closes 28th March 2025
- 8.4 To discuss Neighbourhood Watch and The Bobby Scheme following crime within the village
- 8.5 To discuss management and matters associated with the allotments
- 8.6 For information – South Cambs District Council & Cambridge City Council – Northwest & West Community Forum – Wednesday 26th February 2025 at 6pm via Teams

9. Consultations

- 9.1 Harston Neighbourhood Plan – Submission public consultation – comments by 20th February 2025
- 9.2 South Cambs District Council – Four-day week consultation – comments by 23rd March 2025
- 9.3 Cambridgeshire County Planning Local Validation List consultation – comments by 10th March 2025

10. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1st January 2025 and 30th January 2025 – no payments received
- c. Payments made between 1st January 2025 and 30th January 2025
 - i. CAPALC – Code of Conduct Training for Cllr Baqir - £40.00
 - ii. Staff Salary/Overtime/Expenses/Pension (Period 9 & 10) - £894.75
 - iii. Pristine Windows – Bus Shelter Cleaning - £135.00
 - iv. Reimbursement to Cllr Houlihane – Purchase of laptop & shredder - £608.74
- d. Scheduled payments and payments to hand
 - i. S Etherington-Meech – Reimbursement for Office Subscription - £59.99
 - ii. Brookfield Groundcare – Grass Cut 9 & 10 - £720.00
 - iii. Dry Drayton Village Hall – Hall Hire for 4th February 2025 - £24.00
 - iv. Source for Business – Water Rates for Allotments (03/07/24 – 03/01/25) - £81.66 due to be paid by direct debit on 3rd February 2025
- e. To discuss the increase for Annual Microsoft Office 365 Subscription for 2026 to include copilot
- f. To arrange clerk’s annual appraisal
- g. To discuss appointment of the Internal Auditor
- h. To discuss moving website and email to .gov.uk
- i. To approve updated Asset Register

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 4th March 2025 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 for exclusion of the public or press