

## Dry Drayton Parish Council

I hereby give notice that the Annual Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 3<sup>rd</sup> June 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, 29<sup>th</sup> May 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 Meeting held on Tuesday 6<sup>th</sup> May 2025

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

- 5.1 Update on outstanding Highways issues (EM)
- 5.2 Seek advice on best approach for Highways Social Value & Community Fund bid (EM)
- 5.3 To be provided with list of concerns from councillors for Kerry Allen at in relation to Travel Hub NMU link options (RS)
- 5.4 To find contact at South Cambs District Council for providing summaries for large documents e.g. consultations and proposal documents (RS)
- 5.5 To forward surface/water drainage document from GCP in relation to Scotland Rd Travel Hub (RS)
- 5.6 Update from Highways and resident feedback for 2024/25 LHI application for works outside Dry Drayton Primary School (SCA)
- 5.7 Review of Training Statement of Intent and Dignity at Work Policies (SCA)
- 5.8 To request costings from Brookfield Groundcare to include the entrance of the allotments in the grass cutting rota (SEM)
- 5.9 To obtain streetlighting energy quotations (SEM)

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

#### 7. To Discuss Planning Matters

##### a. Applications received for consideration

- i. 24/00213/CONDA - St Giles Cricket Club Scotland Road Dry Drayton Cambridgeshire CB23 8BX - Submission of details required by conditions 3 (construction ecological management plan), 4 (biodiversity enhancement) and 5 (lighting design strategy for biodiversity) of planning permission 24/00213/FUL – For information only
- ii. 25/0236/TTPO - Land Northwest of New Farm Cottages Madingley Road Dry Drayton Cambridgeshire – Works to TPO trees – Tree - Cut back the branches of those trees which are overhanging the boundary and damaging the boundary fence. Some of the branches are at least 5m in length - For information only

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

- i. 25/0317/TTPO - 4 Old Rectory Drive Dry Drayton Cambridgeshire CB23 8BU – Works to TPO trees permitted

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

- 8.1 New Premises Licence application for Sales of own branded beer via shop. Conference and open day on the farm where alcohol will be served - Scotland Farm, Dry Drayton, Cambs, CB23 8AU – comments by 5<sup>th</sup> June 2025
- 8.2 For information - Street Naming & Numbering Notification - GTTGGCBZ – Scotland Road, Dry Drayton – New agricultural workers dwelling to be known as The Bunkhouse, Scotland Farm, Scotland Road, Dry Drayton CB23 8AX
- 8.3 For information - Northwest & West Community Forum will be held on Thursday 12 June at Storey's Field Eddington from 5.30pm

- 8.4 For information – Annual Pathfinder March will take place on Saturday 7<sup>th</sup> June 2025; checkpoint will operate at Dry Drayton Primary School from 8.20am-14.15pm
- 8.5 To discuss email from the Combined Authority in relation to New Tiger Bus Routes for Cambridgeshire
- 8.6 For information - Department for Transport (DfT) public inquiry into our new busway, travel hub and path for walkers and cyclists linking Cambourne to Cambridge will take place from Monday 15 September 2025
- 8.7 For information - East West Railway Company (EWR Co) published a 2024 non-statutory consultation (NSC) update on 16<sup>th</sup> May 2025
- 8.8 To discuss the maintenance of lanes and hedges particularly at Park Street and the end of Long Lane
- 8.9 To discuss making an application to SCDC Zero Carbon Communities Grant for solar powered streetlights by 1<sup>st</sup> July 2025
- 8.10 To discuss management of the parish council allotments and any queries raised by plot holders
- 8.11 To discuss making an application for SCDC Allotment Improvement Grant – applications by late August 2025

## **9. Consultations**

- 9.1 For information - Follow up from Anglian Water for proposed Grafham to Cambridge Water scheme scoping submission document and offer to attend parish council meeting to discuss the project

## **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> May 2025 and 29<sup>th</sup> May 2025 – no payments received
- c. Payments made between 1<sup>st</sup> May 2025 and 29<sup>th</sup> May 2025
  - i. Brookfield Groundcare – Grass Cut 1 & 2 of 10 - £720.00
  - ii. Dry Drayton Village Hall – Hall Hire for 6<sup>th</sup> & 16<sup>th</sup> May 2025 - £45.00
  - iii. Vision ICT Ltd – Website Hosting & Support June 25 to May 26 - £225.76
  - iv. Staff costs – Salary/Overtime/Expenses/Pension (Period 1 & 2) – £917.79
  - v. HMRC – Staff Tax and National Insurance for Period 2 - £67.94
- d. Payments to hand and scheduled payments
  - i. Brookfield Groundcare – Grass Cut 3 of 10 - £360.00
  - ii. Dry Drayton Village Hall – Hall Hire for 3<sup>rd</sup> June 2025 - £27.00
  - iii. VisionICT – Annual Hosting for 7 emails - £168.00
- e. To receive and note the Annual Internal Audit Report for 2024/25
- f. To consider and approve the Year-end accounts for 2024/25
- g. To consider, approve and sign The Annual Governance Statement (Section 1 of the AGAR)
- h. To consider, approve and sign the Accounting Statements (Section 2 of the AGAR)
- i. To review and approve IT Policy document

## **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 15<sup>th</sup> July 2025 at 7.30pm 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 item to exclude the public and press