

## Dry Drayton Parish Council

I hereby give notice that the Annual Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 22<sup>nd</sup> July 2025 at 7.30pm (rescheduled from 15<sup>th</sup> July 2025), 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, 17<sup>th</sup> July 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 3<sup>rd</sup> June 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 Update from Kerry Allen in relation to traffic modelling and timescales for Park & Ride/ Travel Hub at Scotland Rd and the proposed link for an NMU (RS)
- 5.3 Update on submission of SCDC Zero Carbon Grant application for solar powered streetlights (JG)
- 5.4 Review of Training Statement of Intent and Dignity at Work Policies (SCA)
- 5.5 Update from Brookfield Groundcare for including the allotment entrance in their cutting rota and cutting the verges on the junction of Park Lane & Madingley Road (SEM)
- 5.6 Update for moving streetlighting supplier from SSE to Suffolk County Council (SEM)
- 5.7 Update on sending invitation for September/October meeting to Anglian Water to discuss the proposed Grafham to Cambridge Water Scheme

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

### 7. To Discuss Planning Matters

#### a. Applications received for consideration

- i. 25/02180/FUL - Springhill Stables Oakington Road Dry Drayton Cambridgeshire CB23 8DE - Replacement equine facilities to include demolition of existing equine buildings – comments by 23<sup>rd</sup> July 2025
- ii. 25/02392/HFUL - 34 High Street Dry Drayton Cambridgeshire CB23 8BS - First floor front and side extension. Part two storey and part single storey rear extension. Replacement windows and render to the front elevation – comments by 23<sup>rd</sup> July 2025
- iii. 25/02342/HFUL – 3 Pettitts Lane Dry Drayton Cambridgeshire CB23 8BT - Raise existing roof to create loft conversion with rear box dormer, replacement tiles and external cladding to dwelling – comments by 23<sup>rd</sup> July 2025

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

- i. 25/01516/HFUL - Orchard Barn House Park Lane - The erection of a carport to the front and lean-to weather cover to the front and side, with the installation of an entrance gate to the front – Application permitted
- ii. 25/01495/S73 - Springhill Stables Oakington Road Dry Drayton Cambridgeshire CB23 8DE - S73 to remove condition 1 (Use of land) of planning permission 22/00972/FUL (Retention of mobile home) – Application permitted
- iii. 25/0236/TTPO - Land North West Of New Farm Cottages Madingley Road Dry Drayton Cambridgeshire - 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 – Application refused

### 8. Matters for discussion/correspondence received

- 8.1 To discuss management of the allotments, amendments to allotment agreements and email from plot holder(s) raising concerns for the council to consider

- 8.2 To discuss making an application for the SCDC Allotment Improvement Grant following feedback from allotment holders
- 8.3 To discuss expiration of registration for Black Bull as an Asset of Community Value and completing an application for reinstatement of the registration
- 8.4 To discuss correspondence and plans from Highways in relation to the 2024-25 LHI application proposals for yellow lines outside the school and to consider resident feedback
- 8.5 New Premises Licence application - Scotland Farm, Dry Drayton, Cambs, CB23 8AU – Application granted by SCDC
- 8.6 For information – Cambridgeshire County Council - RECAP - Food Waste Volunteer Project
- 8.7 To discuss email received in relation to proposed warehouse park development at Boxworth services and traffic concerns raised in relation to development
- 8.8 To discuss an additional grass cutting area at the village green
- 8.9 To discuss letter received from PX Farms in relation to cable trenching work on Oakington Road

## **9. Consultations**

- 9.1 For information – South Cambs District Council - Making (adoption) of the Pampisford Neighbourhood Plan
- 9.2 Cambridgeshire County Council - Public Rights of Way Hierarchy engagement – Comments by 31<sup>st</sup> July 2025 (Cllr Murphy to be copied into response)
- 9.3 South Cambs District Council - Local government reorganisation public engagement survey for Cambridgeshire and Peterborough - extension for comments granted until 23<sup>rd</sup> July 2025 (paper format)
- 9.4 Cambridgeshire County Council - Local Area Energy Plan (LAEP) – survey will close at 5pm on Thursday 31 July.

## **10. Finance and Policy**

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 30<sup>th</sup> May 2025 and 30<sup>th</sup> June 2025
  - i. Unity Trust – Credit Interest - £269.62
  - ii. Allotment Rental – 1 x half plot - £12.00
- c. Payments made between 30<sup>th</sup> May 2025 and 30<sup>th</sup> June 2025
  - i. Unity Trust – Service Charge for April & May 2025 - £12.00
  - ii. Dry Drayton Village Hall – Hall Hire for 3<sup>rd</sup> June 2025 - £27.00
  - iii. Brookfield Groundcare – Grass Cut 3 of 10 - £360.00
  - iv. VisionICT – Annual Email Hosting Fee - £168.00
  - v. Community Herb Garden – Release of grant monies - £375.00
  - vi. HMRC – Staff Tax for Period 3 - £67.94
  - vii. Staff Costs for Period 2 & 3 - £917.79
  - viii. Clerks Expenses – APM refreshments & stationery - £47.58
- d. Payments to hand and scheduled payments
  - i. Reimbursement to Cllr Granger – LHI Printing Costs - £18.50
  - ii. Clerks SLCC Annual Membership Fee – £125.40
  - iii. Cambridgeshire ACRE Annual Membership Fee - £72.00
  - iv. Brookfield Groundcare – Grass Cut 4 of 10 £360.00 & Cut 5 of 10 (inc. allotment entrance) - £390.00
- e. To arrange for Cllr Baqir to be added as a bank signatory to the Unity Trust bank accounts
- f. To discuss an IT Policy being produced before the end of 2025/26

## **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 2<sup>nd</sup> September 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 item to exclude the public and press