

Dry Drayton Parish Council

I hereby give notice that the Annual Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 2nd September 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, 28th August 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 much 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 22nd July 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 Review of Training Statement of Intent and Dignity at Work Policies (SCA)
- 5.4 Update from Brookfield Groundcare for the verges on the junction of Park Lane & Madingley Road (SEM)
- 5.5 Allotments – send email in relation to vacant plots (EB)/obtain detailed quotes for pest control fencing for grant application/email current allotment agreement for councillor review (SEM)
- 5.6 Update on application to add the Black Horse pub to SCDC Asset of Community Value Register (SEM)
- 5.7 Update on 2024/25 LHI application (SCA)
- 5.8 Add Cllr Baqir as a signatory on the Unity Trust bank account (SEM)
- 5.9 Review and adapt IT policy

6. To Accept a Report from County and District Councillors

7. To Discuss Planning Matters

a. Applications received for consideration

- i. 25/03154/HFUL - 40 Oakington Road Dry Drayton Cambridgeshire CB23 8DD - Conversion of part of proposed flat roof to consented extension (ref 22/03052/FUL) into a balcony – comments by 11th September 2025
- ii. 25/02180/CONDA - Springhill Stables Oakington Road Dry Drayton Cambridgeshire CB23 8DE - Submission of details required by condition 4 (ecological enhancement scheme) of planning permission 25/02180/FUL – For information
- iii. 25/03286/HFUL - 16 Pettitts Lane Dry Drayton Cambridgeshire - New roof to form loft conversion to existing bungalow – comments by 17th September 2025

b. Decisions received from South Cambs District Council

- i. 24/00213/CONDA - St Giles Cricket Club Scotland Road Dry Drayton Cambridgeshire CB23 8BX - Submission of details required by conditions 3, 4 and 5 of planning permission 24/00213/FUL – Discharged in full
- 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 – Application permitted
- 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 – Application permitted

8. Matters for discussion/correspondence received

- 8.1 For information - Cambridgeshire County Council - Aurora Asset Management System Implementation
- 8.2 For information - SCDC Local Climate Action Conference 2025 - Friday 17 October at Storey's Field Centre – 12pm-5pm

- 8.3 To discuss any comments to be made by Department for Transport for a Draft Order: E/6068: Proposed stopping up of highway at 67 Pettitts Lane, Dry Drayton CB23 8BT – comments by 3rd September 2025
- 8.4 To provide an update and discuss the solar powered streetlighting application
- 8.5 To provide an update and discuss the Boxworth Gateway Proposal
- 8.5 For information – Anglian Water to attend meeting on 7th October to discuss proposed Grafham to Cambridge Water scheme – questions or comments to be put forward
- 8.6 For information – Introduction of SCDC Town & Parish Council Liaison Officer for Dry Drayton
- 8.7 To discuss nominating a councillor as a CAPALC representative
- 8.8 For information - MP Briefing - An update on Local Government Reorganisation on behalf of Cambridgeshire and Peterborough councils
- 8.9 For information – Temporary Traffic Regulations Orders (TTRO) for TTRO 25-1669 Park Street, Dry Drayton Proposed Road Closure, TTRO 25-1670 Footpath Park Street, Dry Drayton Proposed Footpath Closure, TTRO 25-1758 Park Lane, Dry Drayton Proposed Road Closure
- 8.10 For information – South Cambs District Council - Northwest & West Community Forum – Wednesday 15th October at 6pm Storey Field Centre
- 8.11 To discuss the poor state of the footpath/stile in the north-west corner at The Park

9. Consultations

- 9.1 For information - Making (adoption) of the Thriplow and Heathfield Neighbourhood Plan
- 9.2 Cambridgeshire and Peterborough Local Nature Recovery Strategy – comments by 11th September 2025
- 9.3 For information - Transport and Works Act 1992 - Transport and Works (Inquiries Procedure) Rules 2004 - Inquiry into the Cambourne to Cambridge Order - Cambridgeshire County Council's Proofs of Evidence – documents available online or in person
- 9.4 Draft Greater Cambridge Supplementary Planning Documents consultation – comments by 17th October 2025

10. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1st July 2025 and 31st July 2025 – no payments received
- c. Payments made between 1st July 2025 and 31st July 2025
 - i. Reimbursement to Cllr Granger – LHI Printing Costs - £18.50
 - ii. Staff Costs (Period 3 & 4) - £917.79
 - iii. HMRC – Period 4 Staff Tax & NI - £67.94
 - iv. Cambridgeshire ACRE Annual Membership Fee - £72.00
 - v. Brookfield Groundcare – Grass Cut 4 of 10 £360.00 & Cut 5 of 10 (inc. allotment entrance) - £390.00
 - vi. Unity Trust – Bank Service Charge for June 2025 - £6.00
 - vii. Dry Drayton Village Hall – Hall Hire for 22nd July 2025 - £22.50
 - viii. Pristine Windows – Bus Shelter Cleaning on 1st July 2025 -£135.00
- d. Payments to hand and scheduled payments
 - i. PKF Littlejohn – External Audit Fee for 2024/25 audit - £252.00
 - ii. Reimbursement to Cllr Aldersley – Land Registry Search Fee for Black Horse pub - £7.00
- e. To review and discuss insurance policy and quotations received
- f. To discuss adoption of an environment policy

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 7th October 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