

Dry Drayton Parish Council

I hereby give notice that the Annual Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 7th October 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, 2nd October 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 discuss co-option of a new Parish Councillor

5. Guest speaker - Katie Atkin (Stakeholder Lead at Anglian Water Service) to provide an overview of the Grafham to Cambridge Pipeline Scheme and collate feedback from the local community in relation to the scheme

6. To Approve the Minutes of Meeting held on Tuesday 2nd September 2025

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

- 7.1 Update on outstanding Highways issues inc. urgent repair of broken handrail on footpath (EM)
- 7.2 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)
- 7.3 Cllr Stobart to pass comments on to the environment team at SCDC in relation to sewage sludge smell
- 7.4 Cllr Stobart to ask SCDC communities' team to facilitate a multi parish meeting to discuss Boxworth Gateway
- 7.5 Review of Training Statement of Intent and Dignity at Work Policies (SCA)
- 7.6 Update from Brookfield Groundcare for the verges on the junction of Park Lane & Madingley Road (SEM)
- 7.7 Send allotment rental agreements and invoices for 2025/26 (SEM)
- 7.8 Update on application to add the Black Horse pub to SCDC Asset of Community Value Register – clerk to email new leaseholders (SEM)
- 7.9 Update on 2024/25 LHI application (SCA)
- 7.10 Cllr Baqir to provide details in order to be added as a signatory on the Unity Trust bank account
- 7.11 Review and adapt IT policy (TSH)
- 7.12 Update on ZCC application for solar powered streetlighting application (JG)
- 7.13 Email landowner in relation to poor state of footpath/stile in the north-west corner of The Park (SCA)

8. To Accept a Report from County and District Councillors

9. To Discuss Planning Matters

a. Applications received for consideration

- i. Change of proposal description for 25/03286/HFUL - 16 Pettitts Lane Dry Drayton Cambridgeshire - New roof to form loft conversion to existing bungalow including raising the ridge – comments by 16th October 2025

b. Decisions received from South Cambs District Council

- i. 24/00213/CONDB - St Giles Cricket Club Scotland Road - Submission of details required by condition 8 (Piling) of planning permission 24/00213/FUL – Condition discharged in full

10. Matters for discussion/correspondence received

- 10.1 For information - The National Garden Scheme Funding for 2026 Community Garden Grants – applications by 20th October 2025
- 10.2 For information – Details of Cambourne to Cambridge (C2C) – Service of rebuttals
- 10.3 For information - New Highways issues raised including fallen tree on Long Lane footpath and barrier missing on Bar Hill end of the bridleway from Dry Drayton to Bar Hill
- 10.4 Update from Cllr Baqir in relation to meeting with allotment plot holder and to discuss matters raised

- 10.5 To discuss allotment rental fees for 2026/27, obtaining plaques showing plot numbers at the allotments, vacant plots and budget surplus query
- 10.6 To discuss review of bus shelter cleaning contractor
- 10.7 To discuss installing a dog waste bin at the top of Long Lane (Pettitt's Lane end)
- 10.8 For information:
 - TTRO 25-1758 Park Lane, Dry Drayton – Order approved and operate from 20th October 2025
 - TTRO 25-1670 Footpath at Park Street, Dry Drayton – Order approved and operate from 27th October 25
 - TTRO 25-1669 Park Street, Dry Drayton – Order approved and operated from 27th October 25
 - 25-1900 Oakington Road, Dry Drayton Proposed Closure telecommunications – Draft 'Intends Notice' for proposed TTRO – comments by 3rd October 2025

11. Consultations

- 11.1 Draft Greater Cambridge Supplementary Planning Documents consultation – comments by 17th October 2025
- 11.2 Launch of Local Government Reorganisation (LGR) - Phase 2 Public Engagement Survey – comments by 3rd October 2025 – extension for comments granted until 9th October at 9am
- 11.3 South Cambs District Council Information Survey on The Local Government Reorganisation a unitary council for Cambridge and South Cambridgeshire – comments by 12th October 2025
- 11.4 To discuss public inquiry into Cambourne to Cambridge proposals for a new busway with path for walkers, cyclists and wheelers alongside, and a new travel hub at Scotland Farm in Dry Drayton – Inquiry open from Tuesday 16 September to Friday 21 November 2025
- 11.5 Fens Reservoir Project - A proposed reservoir in the Fens - proposals for third stage of consultation open from 15th October 2025 to 10th December 2025

12. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1st August 2025 and 31st August 2025
 - i. Cambridgeshire County Council – Grass Cutting reimbursement - £568.31
- c. Payments made between 1st August 2025 and 31st August 2025
 - i. Staff Costs – Periods 4 & 5 - £1,028.19
 - ii. HMRC – Staff Tax & NI - £116.01
 - iii. SLCC – Clerks Annual Subscription - £125.40
 - iv. PKF Littlejohn – External Audit Fee - £252.00
 - v. Unity Trust Bank – Monthly service charge - £6.00
- d. Payments to hand and scheduled payments
 - i. Pristine Windows – Bus Shelter cleaning 25th September 2025 - £135.00
 - ii. Dry Drayton Village Hall – Hall Hire for 7th October 2025 - £27.00
 - iii. Brookfield Groundcare – Grass Cut 7 of 10 - £390.00
- e. To discuss adoption of an environment policy
- f. To confirm meeting dates for 2026

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 November 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