

## Dry Drayton Parish Council

I hereby give notice that the Annual Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 4<sup>th</sup> November 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, 30<sup>th</sup> 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. To Approve the Minutes of Meeting held on Tuesday 7<sup>th</sup> October 2025

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

- 6.1 Update on outstanding Highways issues inc. urgent replacement of broken handrail and steps on footpath (EM)
- 6.2 Update on traffic modelling/timescales for Scotland Rd travel hub and proposed link for an NMU (RS)
- 6.3 Review of Training Statement of Intent and Dignity at Work Policies (SCA)
- 6.4 Update from Brookfield Groundcare for the verges on the junction of Park Lane & Madingley Road (SEM)
- 6.5 Update on adding the Black Horse pub to SCDC Asset of Community Value Register (SEM)
- 6.6 Update on 2024/25 LHI application and LHI application for speed buffer zones (SCA)
- 6.7 Cllr Baqir to provide details in order to be added as a signatory on the Unity Trust bank account
- 6.8 Review and adapt IT policy (TSH)
- 6.9 Update on ZCC application for solar powered streetlighting application (JG) inc. clerk to contact CAPALC in relation to legal matters in signing fund agreement form
- 6.10 Clerk to obtain explanation of bank account change for bus shelter cleaning

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

#### 8. To Discuss Planning Matters

##### a. Applications received for consideration

- i. 25/1152/TTPO – Land Adjacent to junction of Madingley Rd and Park Lane, Dry Drayton – TPO tree works application for multiple protected trees – comments by 7<sup>th</sup> November 2025

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

- 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 – application permitted
- ii. 25/03286/HFUL - 16 Pettitts Lane Dry Drayton Cambridgeshire CB23 8BT - New roof to form loft conversion to existing bungalow including raising the ridge – Application permitted

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

- 9.1 To discuss unauthorised access to permissive right of way on Pettitts Lane
- 9.2 To discuss 'Intends Notice' – draft for TTRO 25-2173 High Street, Dry Drayton Proposed Road Closure – comments by 7<sup>th</sup> November 2025
- 9.3 For information - Update from Cambridgeshire County Council: Local Government Reorganisation (LGR) - Phase 2 Engagement Headline Results Analysis – report to full council 21/10/2025 and final submission to government on 28/11/25
- 9.4 To discuss Cambridgeshire County Council Community Gritting Scheme applications for Winter 2025-2026 – applications by 31/10/25
- 9.5 For information - South Cambridgeshire District Council made (adopted) the Harston Neighbourhood Plan & Stapleford and Great Shelford Neighbourhood Plan on 2<sup>nd</sup> October 2025
- 9.6 To discuss the A14 Logistics Sites Forum

- 9.7 To discuss allotment management including queries from plot holders and allocation of vacant plots and rental fees for 2026/27
- 9.8 For information - Update from Cambridgeshire County Council: Local Government Reorganisation (LGR) - "Option A" to proceed to Government
- 9.9 To consider projects for 2026/27 LHI round opening on 10<sup>th</sup> November 2025
- 9.10 For information - Tritax Park, Cambridge - public consultation event on Tuesday 11 November 2025 from 4pm - 7.30pm at Swavesey Memorial Hall & Friday 14 November 2025 from 4pm - 7.30pm at Bar Hill Village Hall & Saturday 15 November 2025 from 10am - 1.30pm at Longstanton Village Institute
- 9.11 For information - Important roadworks information: A428 eastbound between Caxton Gibbet Roundabout to Girton Interchange - Essential Resurfacing – Thursday 6<sup>th</sup> November 2025 8pm to 6am
- 9.12 For information – SCDC Town and Parish Council Cabinet Liaison Meeting – 11<sup>th</sup> November 2025
- 9.13 To discuss the Asset of Community Value Register being extended to village greens
- 9.14 To discuss installing a dog waste bin at the top of Long Lane (Pettitt's Lane end)

## **10. Consultations**

- 10.1 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
- 10.2 Fens Reservoir Project - A proposed reservoir in the Fens - proposals for third stage of consultation open from 15<sup>th</sup> October 2025 to 10<sup>th</sup> December 2025
- 10.3 South Cambs District Council - Proposed Amendments to Street Trading Policy Autumn 2025 – Comments by 24<sup>th</sup> November 2025

## **11. Finance and Policy**

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1<sup>st</sup> September and 30<sup>th</sup> September 2025
  - i. Unity Trust – Savings Account Interest Payment - £306.45
- c. Payments made between 1<sup>st</sup> September 2025 and 30<sup>th</sup> September 2025
  - i. Reimbursement to Cllr Aldersley for Land Registry for Community Asset Application - £7.00
  - ii. Dry Drayton Village Hall – Hall Hire for 2<sup>nd</sup> September 2025 - £27.00
  - iii. Brookfield Groundcare – Grass Cut 6 of 10 - £390.00
  - iv. Pennon Water Services – Allotment Water Rates - £119.88
  - v. LGS Services – Annual Internal Audit Fee - £186.00
  - vi. ICO – Data Protection Annual Registration - £47.00
  - vii. SSE – Streetlighting Energy Supply 01/03/25 – 31/07/25 (£103.25) & 01/07/25 – 31/07/25 (£9.68)
  - viii. Staff Costs – Period 5 & 6 - £939.75
  - ix. HMRC – Staff Tax & NI - £77.67
  - x. Zurich Insurance – Annual Insurance Premium - £396.00
  - xi. Unity Trust Bank – Monthly Service Charge Fee for August 2025 - £6.00
- d. Payments to hand and scheduled payments
  - i. Dry Drayton Village Hall – Hall Hire for 4<sup>th</sup> November 2025 - £27.00
  - ii. Brookfield Groundcare – Grass Cut 8 of 10 - £390.00
  - iii. National Allotment Society – Annual Affiliation Fee - £84.00
  - iv. Pristine Windows – Bus Shelter clean for 29<sup>th</sup> October 2025 - £135.00
- e. To discuss the purchase of the newly revised 14<sup>th</sup> Edition of Charles Arnold Baker book on Local Council Administration currently at a discounted price of £180.00 (from £225.00)
- f. To discuss allocation of budget for plot number stakes
- g. To confirm meeting dates for 2026

## **12. 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.

## **13. Date and time of next meeting – Tuesday 2<sup>nd</sup> December 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